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Civil Engineering

**REVIEW OF CONSTRUCTION
PLANS AND SPECIFICATIONS**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction implements AFPD 32-10, *Installations and Facilities*. It establishes policies and procedures for performing review of construction plans and specifications by installation agencies to ensure that design errors or omissions are identified and removed before contract bids are obtained.

SUMMARY OF REVISIONS

This is a revision of 911 AWI 32-1021, superseding 911 AWI 32-1021, 1 February 1996. It updates and streamlines previous guidance. A (I) indicates revisions from the previous edition.

1. Responsibilities. The following agencies will be responsible for performing the review for all Military Construction Projects, Operations & Maintenance Projects and SABER Projects.

1.1. Communications.

1.2. Safety.

1.3. Bioenvironmental Engineering.

1.4. Security Force.

1.5. Fire Protection.

1.6. Using Agency.

1.7. Base Civil Engineering – CEO.

1.8. Base civil Engineering – CEV.

1.9. The using agency will verify functional adequacy with specific emphasis on incorporating all later or incomplete requirements. All agencies will verify that the design provides for, and does not violate, requirements established by regulations pertaining to their functions. Review by CEO (Base

Civil Engineering) functions will eliminate conflict between in-house and contract work and improve maintainability and standardization of equipment, controls and Real Property Installed Equipment (RPIE).

2. Procedures:

2.1. Design review will be performed at the 90 and 100 percent design levels for all Architect-Engineers (A-E) designed projects. Design reviews for SABER Projects will be performed, as a minimum, at the 100% design level.

2.2. All agencies will be notified by letter that project plans and specifications are available for review in the Engineering Flight of Civil Engineering, building 333. Addressees will be allowed ten calendar days from the date of the letter to perform their review.

2.3. Each agency will provide written comments separately for each project to the Base Civil Engineer. Project designer will be notified to incorporate all comments at the next design stage or before design documents are sent to contracting, as applicable. Written negative replies (no comments) are required. Comments not intended to be included in the design will be answered in writing to the agency by the engineering staff.

2.4. The title block of all drawing sheets will include a review coordination block with a space for signature and date. The reviewer will sign and date this block at the time of their review to denote that they have been given the opportunity to review the plans and specifications. Before the final drawings and specifications are reproduced for release the Base Contracting, the reviewer will sign the review coordination block on each sheet of the mylar (reproducible) drawings. At this time all previous comments made by the reviewer should have been incorporated into the final design documents. A separate 8 1/2" X 11" certification form will be used for SABER projects due to the informal nature of the plans and specifications of these projects.

F. BAXTER LANE, Col, USAFR
Commander